

Department of Corrections INFORMATIONAL BULLETIN

Subject: CRIME/INCIDENT REPORT REVIEW NOTICE, CDC FORM 837C-3 **Number:**

00/02

Date Issued:

January 14, 1999

Cancelled Effective:

The purpose of this Informational Bulletin is to officially announce the California Department of Corrections' (CDC) Form 837C-3, Crime/Incident Report Review Notice.

Effective upon receipt of this bulletin, CDC Form 837C-3 (12/99) shall be utilized at all departmental facilities. This form may be ordered from Prison Industry Authority on a CDC Form 1853. The CDC Form 837C-3 will be printed on 8 ½" x 11", two-part NCR paper and should be ordered in quantities of 250 sets or more.

This form does not change other reporting requirements as delineated in the Department Operations Manual, Section 51030, Reportable Incidents. This form should be handwritten by the supervisor or manager who requests clarification or supplemental information from an employee's report that is being submitted for inclusion in a CDC Form 837, Crime/Incident Report. This form will be completed in ink and added as a supplement to the CDC Form 837. The CDC Form 837C-3 will not be submitted with the CDC Form 837 to headquarters.

Please notify all concerned personnel of the contents of this bulletin. Please direct any inquiries regarding this bulletin to Patrick Cowan, Correctional Lieutenant, Program Support Unit, at (916) 327-4267.

G. BONNIE GARIBAY, Chief Regulation and Policy Management Branch Legal Affairs Division